

RECORD OF PROCEEDINGS

Minutes of

Greenfield Township Trustees

Meeting

June 14, 2017

Held 7:00 PM

The Greenfield Township Trustees met in regular session at the firehouse. Dave Cotner called the meeting to order and led those present in the Pledge of Allegiance. Dave Cotner, Lonnie Kosch, and John Reef were present. After each Trustee had reviewed the minutes from the previous meeting of May 24, 2017, Trustee Kosch, moved to approve the minutes; Trustee Reef seconded, and all voted yes.

After each Trustee had reviewed the special meeting on 6-8-17, Trustee Kosch, moved to approve; Trustee Cotner seconded. All voted yes.

FROM THE FISCAL OFFICER

The Fiscal Officer passed various pieces of correspondence and the Financial Reports.

Fiscal Officer Wyne introduced Ben with Jones & Company to explain how they do payroll. He explained that Jones & Co. signed contracts with Paychex and ADP to use their software, allowing Jones & Co. to provide the customer service at a cost of \$225/hour. This includes OPERS, W-2's, garnishments, taxes and quarterly reports.

Trustee Reef moved to approve financial report, and Then & Now Purchase Orders; Trustee Cotner seconded. All voted yes.

Trustee Cotner moved to pay the bills and the payroll electronic debit associated with warrants 31743 through 31781 listed on the attached check; Trustee Kosch seconded. All voted yes.

Fiscal Officer Wyne advised she found information regarding the Zoning Commission Secretary's pay. She advised that on May 25, 2016, Greenfield Township Board of Trustees voted to pay the zoning secretary \$50.00 per meeting to take minutes and at the same meeting they approved the job description for the Zoning Commission Secretary. Zoning Commission Secretary, Jennifer Wolfe who contacted Fiscal Officer Wyne advising she wasn't paid for the April zoning meeting and stated that she wasn't in attendance for the meeting but typed the minutes and processed the attendance form. During the May 24, 2017 meeting the issue was tabled until the next meeting for more research. Fiscal Officer Wyne advised that she feels Jennifer should be paid something for transcribing the minutes; however, she should not be paid \$50.00, as her position description states attend meetings and prepare and maintain minutes of all meetings per Robert's Rules of Order for Zoning Commission and the Board of Zoning Appeals in written and taped form. Fiscal Officer Wyne advised she was told in the past Kevin Yeamans took minutes and submitted written minutes and was not paid but she was also advised that another individual took minutes and submitted written minutes and was paid \$25.00. Trustee Kosch moved to approve \$25.00, Trustee Cotner seconded. All voted yes.

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Fiscal Officer stated that it is time to decide on the insurance for the township. Trustee Kosch made a motion to go MMO Cose Mewa, Trustee Cotner seconded. All voted yes.

Fiscal Officer Wyne stated Noah Auman (Elite Networks) attended a meeting on April 12 and presented proposal for computer maintenance for the Township and Fire Department. Edge Technology submitted a proposal also a proposal from TCR was submitted tonight. Fiscal Officer Wyne stated she received an email from Elite Networks on Friday, June 9, advising that the township computer maintenance agreement expired 4/28/17 and they have graciously kept all of our services active during this time of expiration, to the present. Trustee Cotner made a motion to go with TCR; Trustee Reef seconded. All voted yes.

Fiscal Officer Wyne inquired about the Old Fire House since she is in the process of completing the budget for FY18. Trustee Cotner questioned the possibility of selling the old fire house building. Chief Schwinne stated he is willing to move items being stored at the old firehouse to the new fire house. Chief also talked about selling items that were not being used. Fiscal Officer Wyne will send an email to the Prosecutor for regulations on selling the building.

Fiscal Officer Wyne stated she would like to hold the FY18 Budget Hearing on Wednesday, July 12 prior to the regular meeting. All Trustees were in agreement.

Next Trustee meeting will be Thursday, June 29 at 1:00 p.m. at the Fire House.

FROM THE FLOOR

Mike and Carol Kramer spoke about the cracks in Hickory Ridge & Hickory Ridge Court. They stated nothing has been done to it since 1999 and you can see where every pour was made. They said that the past and present HOA presidents have sent emails. Tom advised he never heard anything from anyone until last year. Tom will stop out and look at the road.

ZONING BUSINESS

Kevin passed out the zoning fee and permit sheet.

Kevin asked if anything was heard on the Anderson rezoning. Trustees' advised they haven't heard anything. Trustee Reef advised we need to wait on the zoning commission, then we need to schedule a meeting.

Trustee Cotner asked Kevin if he has heard anything regarding the 158 property. Kevin advised he hasn't received anything.

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Trustee Kosch advised he received a call from Steve Smith regarding 4738 Election House property, overgrown weeds. Kevin will check on the property,

Properties at the following addresses were also discussed pertaining to being overgrown:

4851 Brook Road

1835 Carroll-Southern Road

1700 Rainbow Drive, abandoned for 3 years but taxes are current

Kevin will work with the Prosecutor.

FIRE DEPARTMENT BUSINESS

Chief Schwinne stated that the light tower that was being repaired under warranty is done and will be reinstalled on the vehicle

Chief Gill (Bloom Township) would like to borrow Greenfield Township’s back up engine June 22 & 23 while theirs goes in for maintenance. Trustees’ were ok with letting Bloom use the vehicle.

Chief Schwinne stated that the privacy fence around the dumpster is 3/4 done.

Chief Schwinne advised the new cot/stretchers and stair chair has been received by the department and are currently training with it. We hope to be using it on runs by the end of June.

Chief Schwinne stated that the State EMS board has changed the software requirements for EMS reporting and is accepting the old reports that were on the old software through July 31 of this year. We are currently submitting our old reports and testing our new reporting software to ensure our billing company can receive it. Once that is done we will change over to the new software, Version 3 per the State EMS requirements.

Chief Schwinne stated that a firefighter on a mutual run with Bloom Township over the weekend was injured.

Chief Schwinne advised Chris Maley (part-time) has not filled his requirements of 24 hours scheduled time monthly for various reasons; therefore, he is asking that he be terminated from employment with Greenfield Township. Trustee Reef made a motion to terminate Chris Maley as a part time employee with Greenfield Township; Trustee Cotner seconded. All voted yes.

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We have started our yearly fit testing for our firefighters Breathing apparatus (per current requirements). The new fit test equipment we bought with Violet and Basil this year is really nice and works well. Thank you for helping us save money with a multi-department purchase to save money.

Chief Schwinne advised he has some personnel issues and would like to go into executive session to discuss the issues. Trustee Reef made a motion to go into executive session at 7:55 to discuss personnel issues; Trustee Cotner seconded. All voted yes.

Trustee Kosch made a motion to come out of made a motion to come out of executive session at 8:05; Trustee Reef seconded. All voted yes.

Chief Schwinne advised Cory Lenigar (Part-Time) has also not met his requirements of 24 hours scheduled time per month. Chief Schwinne would like to demote him to firefighter with a pay change to Firefighter/ Medic of \$12.00 an hour starting this current pay. Trustee Reef made a motion; Trustee Cotner seconded. All voted yes.

Full-Time Lt. Chad Johnson has not met his expectations as an officer and I request that he be moved back to Full-Time Firefighter/Medic with a pay correction to the contract pay scale starting this current pay. Trustee Cotner moved; Trustee Kosch seconded. All voted yes

Chief Schwinne stated that the figures for the proposed 2018 budget he submitted at the budget meeting were incorrect due to an accidental error by the auditor's office. Chief Schwinne said that we are receiving money from the 1.5 mil levy, however when we were given the numbers at the beginning of the year by Josh at the Auditors office, he failed to take off the 1 mil levy as most proposed levies are permanent. This was a temporary levy. Chief said he wanted to put on full time firefighters, but can't with the decreased amount of the 1 mil levy. Chief suggested adding 3 part time firefighters instead of full time as he previously suggested. Thank you again voters for all your support. Chief Schwinne wanted to make the public aware that approximately \$67,000.00 is spent per department (Road & Fire) budgets for the elective officials' salaries and insurance.

Fire Extinguisher class for Company Wrench on June 22 at 11:30 am for their employees.

ROAD AND CEMETERY DEPARTMENT BUSINESS

The County resurfaced over the hump by the old McCleary property. I wasn't happy with it so I called Bill Putnam who did the profile cut. I ended up talking to the County Road Supervisor. They went back and put more blacktop on and even extended the paving. It is a lot better and I am happy with it now.

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Tom advised that he hasn't heard anything on the bigger hump on Plum Road. Doesn't know when Shelly & Sands will start because they are waiting on County Engineer to do the profile cut. Tom feels like he is being avoided by the County but will make calls to find out what is going on.

Tom provided the Trustees with Resolution 2017 06 14 01R agreement between Greenfield and Walnut. Trustee Reef made a motion to approve Resolution 2017 06 14 01R; Trustee Cotner seconded. All voted yes.

Tom advised they started patching and then had issues with the belt. A new belt was ordered and will cost approximately \$600.00. Tom said this the first time any repair on that machine has been done since it was purchased in 2003.

Trustee Kosch asked Tom if he was doing to be working with the County. Tom said no, that is a dead issue.

Tom advised he doesn't know what is going with Liberty as they are losing a guy due to retirement.

FROM THE TRUSTEES

Trustee Reef advised he received a call from Mayor Drobina advised that George Halleran wanted the gables painted on the civic center.

Trustee Reef stated that he has all the information on his phone from 5/3 but doesn't want or feel he should be administrator for the account and stated he thinks Fiscal Officer Wyne should be the administrator. Fiscal Officer Wyne has contacted 5/3 to set up a meeting, she also suggested inviting them to come to our meeting on June 29.

Trustee Reef spoke on previous minutes to a trustee meeting pertaining to the cancellation of the meeting on medical marijuana. Trustee Reef asked Trustee Cotner how can you cancel the meeting; "do you know what has to be done in a public hearing and also stated that everyone that talks has to be sworn in at a public hearing and no one was sworn in for the meeting". He also stated that Trustee Kosch made a motion to close the hearing on medical marijuana. Trustee Cotner said to Trustee Reef that he is still learning and that if he is doing something wrong, to tell him. Trustee Reef stated that we must do things right. Trustee Cotner asked Trustee Reef why "don't you help us out, you have been through this for 8 years, we haven't, we need someone to help".

Trustee Reef spoke to Trustee Kosch that in past minutes it stated that Mary & Peggy made copies for zoning commission and that is wrong but I did say that. Peggy refused to make them. Trustee

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Kosch stated that he read in the minutes she made them. Trustee Kosch stated that in the 9-17-15 minutes, it said that Peggy provided binders & zoning book and also folders for minutes. Trustee Reef stated that the the Prosecutor stated it is illegal, the zoning committee cannot order any expenditures against tax payers money.

Trustee Cotner made a motion to adjourn; Trustee Kosch seconded. All voted yes. Ending at 8:32 p.m.